Policy Directive: Proof of Full COVID-19 Vaccination

Number: SHA-02-009
Scope: Saskatchewan Health Authority
Date Effective: October 1, 2021
Date Revised:

This policy directive applies to the following team members:

- Staff
- Practitioner Staff
- Contracted Individuals
- Patient Family Partners
- Knowledge Keepers
- Volunteers
- Learners

This policy directive also applies to Private Care Providers.

(See Appendix A for definitions of team member groups)

1. Purpose

This policy directive outlines the Saskatchewan Health Authority (SHA) requirements for proof of full COVID-19 vaccination.

2. Principles

2.1. The SHA is required by *Occupational Health and Safety Regulations, 2020* to safeguard the health, safety and welfare of all SHA team members.

2.2. The SHA values the health, safety and welfare of team members, patients and families.

2.3. COVID-19 vaccination is a proactive measure that contributes to keeping SHA team members, patients and families safe by reducing the likelihood of infection[1], and thus

- the likelihood of transmitting to others;
- falling ill from the infection; and notably
- from becoming severely ill or dying from the infection.

2.4. The SHA is accountable to prioritize safety of the public and safety of the workplace. COVID-19 vaccination is a cornerstone in our commitment to protecting team members from COVID-19 exposures and the harm of a COVID-19 infection.

2.5. COVID-19 is a highly contagious communicable disease. The SHA has a duty to minimize the spread of COVID-19 whenever possible.

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3. Policy directive

3.1. All current SHA team members are required to provide proof of full COVID-19 vaccination.

3.2. Staff, practitioner staff, and contracted individuals who do not provide proof of full COVID-19 vaccination are required to participate in the SHA COVID-19 monitored testing program at their own cost.

- Exception: The SHA will pay for the monitored testing program for staff who have an approved accommodation based on the *Saskatchewan Human Rights Code, 2018*.

3.3. Applicants for team member positions will be required to provide proof of full vaccination prior to hire, contract, or engagement.

3.4. Private care providers must provide proof of full COVID-19 vaccination before they enter SHA facilities to provide direct patient care.

- A private care provider is any individual licensed or unregulated care provider privately funded by a patient or family to provide patient care in an SHA healthcare facility.

4. Roles and responsibilities

4.1. **Staff, Practitioner Staff, and Contracted Individuals**

- Provide proof of full COVID-19 vaccination.
- Participate in the SHA COVID-19 monitored testing program, if unvaccinated.
- Report breaches of this policy directive to their supervisor or Human Resources contact.

4.2. **Patient Family Partners, Volunteers, and Knowledge Keepers**

- Provide proof of full COVID-19 vaccination.
- Consult with appropriate SHA leadership for virtual engagement options if not fully vaccinated.

4.3. **Managers/Supervisors**

- Confirm that their direct reports have provided proof of full vaccination, or are participating in the monitored testing program.
- Confirm that any private care provider hired by a patient has provided proof of full vaccination before they enter the facility.

4.4. **Practitioner Staff Affairs/Area Chief of Staff/Area Division Lead/Area Department Lead**

- Confirm that practitioner staff members are in compliance with this policy directive.

4.5. **Academics and Learning**

- Confirm that learners and their clinical instructors attending SHA facilities are in compliance with this policy directive, through collaboration with the learners' educational institutions.

4.6. **Occupational/Employee Health Nursing or Public Health**

- Make evidence-based information about COVID-19 vaccination available to team members.

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5. Failure to follow this policy directive

Failure to follow this policy directive will be handled according to:

- collective bargaining agreements;
- applicable legislation, regulations, policies, procedures and processes; and/or
- SHA Practitioner Staff Bylaws.

Breach of this policy directive may result in discipline up to and including termination/revocation of:

- employment;
- contractual relationship;
- practitioner staff appointment; and/or
- privileges.

6. Documents that relate to this content

Policy directive
Appendix A: Definitions
Appendix B: Replaced Documents

Other
Proof of Full COVID-19 Vaccination Policy Directive Questions and Answers
SHA-07-003 *Privacy and Confidentiality* Policy

7. Roles that manage and approve this policy directive

Policy Sponsors: Chief Human Resources Officer;
Vice President, Quality, Safety and Strategy; and
Physician Executive, Integrated Rural Health.

- Approve the policy directive and related content.
- Share responsibility for revisions and renewal with the owner.

Policy Owner: Executive Director, Quality and Safety

- Manage this policy directive including policy communication, education, implementation, evaluation and audit.
- Share responsibility for revisions and renewal with the sponsor.

8. References

1. Fowlkes A, Gaglani M, Groover K, et al. Effectiveness of COVID-19 Vaccines in Preventing SARS-CoV-2 Infection Among Frontline Workers Before and During B.1.617.2 (Delta) Variant Predominance — Eight U.S. Locations, December 2020–August 2021. *MMWR Morb Mortal Wkly Rep. ePub*: 24 August 2021. DOI: http://dx.doi.org/10.15585/mmwr.mm7034e4

2. Government of Saskatchewan, *The Employers' COVID-19 Emergency Regulations*, 2021.

Appendix A: Definitions

Clinical Instructor: Any instructor from an educational institution who supervises a student care provider from a program with a formal placement agreement with the SHA.

Contracted Individuals: Individuals providing front-line services and/or direct patient care:

- in their personal capacity; or
- through a business,

pursuant to a contractual relationship with the SHA.

Family: Individuals who are connected by kinship, affection, dependency or trust. The patient defines their family and how they will be involved in care, care planning and decision making. Individuals identified as "family" may or may not be the substitute heath care decision maker(s). When a patient is unable to define "family" this will be the substitute health care decision maker.

Fully vaccinated[1,2]: Team members are considered fully vaccinated **two weeks after** receiving:

- a second dose of a COVID-19 vaccine in a two-dose series (mixed series are acceptable); or
- a single dose of an approved one-dose COVID-19 vaccine.

Knowledge Keepers (First Nation, Métis and Inuit Elders): There is a spiritual understanding combined with sacred and ancient knowledge within the Knowledge Keepers. Knowledge Keepers have attained a high degree of wisdom, knowledge and understanding of First Nation, Métis, or Inuit history, traditional teachings, ceremonies, and healing practices. They are role models within their communities by leading a healthy lifestyle and are acknowledged by the community as Knowledge Keepers. In the Cree language, we call them Kiteehayahk.

Learners: Clinical and Non-clinical student placements.

Patient: All individuals including clients, residents and members of the public who receive or have requested health care or services from the SHA and its health care providers.

Patient Family Partners (PFP): Patient Family Partners (PFPs) have healthcare experience(s) as a patient/resident/client, or a family member/support person. PFPs partner with the SHA to:

- develop policies, programs, and practices affecting patients;
- improve the quality and safety of the patient experience; and
- embed people/patient & family centered care across the SHA.

Practitioner Staff: Qualified members of a health profession who are legally entitled to practice in Saskatchewan and who have been granted privileges by the SHA.

Private care provider: Any individual licensed or unregulated care provider privately funded by a patient or family to provide patient care in an SHA healthcare facility.

Staff: SHA employees including in-scope, out-of-scope, full-time, part-time and casual staff in all facilities owned, operated and leased by the SHA as well as SHA staff working in the community.

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Team/Team Member: In the context of SHA policy, 'the team' represents all individuals working, volunteering, or learning within the SHA. This could include staff, practitioner staff, contractors, contracted individuals, Patient Family Partners, Knowledge Keepers, volunteers and learners.
Volunteer: A person who provides services to individuals or groups within the SHA, with no financial gain.

References:

1. Government of Canada (2021). COVID-19: Effectiveness and benefits of vaccination - Becoming fully vaccinated.

2. Government of Canada (2021). COVID-19: Recommendations for those vaccinated with vaccines not authorized by Health Canada for those staying in Canada to live, work or study - Canada.ca

Appendix B: Replaced Documents

SHA policy and procedure replaces all related:

- departmental,
- unit, or
- former regional documents.

Teams may need to update local work standards to make sure they are not different from SHA policy and procedure before they continue to use them.

This policy replaces or partially replaces the following former regional health authority policies, procedures, forms or other related documents including but not limited to:

Proof of Full COVID-19 Vaccination Policy Directive (SHA-02-009) Full Repeals
None

Proof of Full COVID-19 Vaccination Policy Directive (SHA-02-009) Partial Repeals
None